



DELAINE EASTIN
State Superintendent of Public Instruction

CALIFORNIA
DEPARTMENT
OF
EDUCATION

721 Capitol Mall

P. O. Box 944272

Sacramento, CA

94244-2720

April 12, 2001

To: District GSE Coordinators
Attn: District Superintendents
School GSE Coordinators

From: Phil Spears, Director
Standards and Assessment Division

Subject: **Record-Keeping and Certification Packet for Identifying Students
Eligible for the 2001 Golden State Seal Merit Diploma**

The process of identifying seniors eligible for the Golden State Seal Merit Diploma can be completed throughout the year. Results from the winter Golden State Examination test administration are mailed in May; results from the spring administration are mailed in October.

This packet includes information sheets and a series of forms to assist with the identification, reporting, and certification process. Materials include:

- *Eligibility Requirements for the 2001 Golden State Seal Merit Diploma*
- *Identifying Graduating Seniors Who May Be Eligible for the 2001 Golden State Seal Merit Diploma*
- *Student Planning Guide*
- *Certification of Award—School Summary Sheet* (to be returned to Educational Data Systems, Inc. [EDS Inc.]
- *District Certification Form* (to be returned to EDS Inc.)

The information regarding identification of eligible seniors provides suggestions for completing the *Certification of Award—School Summary Sheet* and for identifying students if historical GSE data maintained by the district are incomplete. The *Student Planning Guide* should be distributed to students to encourage their participation in the ongoing record-keeping and identification process.

Schools and districts are to use the *Certification of Award* and *District Certification Form* to request diplomas for seniors who qualify for the Golden State Diploma. The forms may be submitted to EDS Inc. now and as students qualify.

If you have any questions about the identification of potential Golden State Diploma recipients for 2001, contact the Standards and Assessment Division of the California Department of Education at (916) 657-3011 (telephone), (916) 657-4964 (fax), or star@cde.ca.gov (e-mail).

Enclosures